



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Bill Mayer • Director- Ashley Porter

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, November 4, 2020  
REGULAR MEETING 7:00 P.M.**

**NOTICE  
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:  
Toll-Free Dial-In Number: (877)778-1806  
CONFERENCE CODE 891949**

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 7:00 p.m. – By President Pease
2. Pledge of Allegiance – Led by Director Mayer
3. Roll Call – All Present.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

Public Comment Regarding:

- Homeowners Resolution 2020-01 regarding revenue bonds and taxation. Dissolving the Discovery Bay Public Finance Authority, ending taxation.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of October 21, 2020 Regular Board of Director's meeting.
2. Approve Register of District Invoices.
3. Approve Cancellation of the December 2, 2020 Regular Board Meeting.
4. Approve Cancellation of the January 6, 2021 Regular Board Meeting.

Vice President Gutow made a motion to accept the Consent Calendar as presented.  
Second by Director Graves.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

Public Comment Regarding:

- Additional traffic control on Discovery Bay Blvd requested.

**D. AREA AGENCIES REPORTS / PRESENTATION**

1. Assembly Member Jim Frazier, District 11- Not in Attendance.
2. Supervisor Diane Burgis, District III Report – Not in Attendance.

3. Sheriff's Office Report.

Lieutenant Mark Johnson provided an update for criminal activity during the month of October. Crime is going down. However, arrests are increasing due to follow ups being done on outstanding warrants and probation violations. Street cameras are fully functional and alerting the Sheriff's Office, which allows them opportunity to respond. Lt. Johnson discussed the P-6 meeting last month where there was talk about funds being used to aid in traffic control in Discovery Bay.

4. CHP Report – Not in Attendance.

Director Graves advised the Board that Deputy Chief of Staff for Diane Burgis, Lea Castleberry and the CHP representative were not able to access the teleconference line for today's BOD meeting to report any updates.

5. East Contra Costa Fire Protection District Report.

East Contra Costa Fire Department Battalion Chief Ross Macumber provided update for the month of October. Reported there will be a Fire Board meeting on Monday, November 9 at 6:30 p.m. which will be accessible through the East Contra Costa Fire Protection District website, www.eccfpd.org. Battalion Chief Macumber recommended the public continue to report any weed issues to the Fire Prevention Bureau, (925) 941-3300. Fines and liens are continuing to be issued. Fire season is extended until the end of December 2020.

Vice President Bryon Gutow asked if the Department was excited about the passing of Measure X.

Battalion Chief Macumber reported the department is excited. He advised he is not sure how things will change since it's still new information; more details will be known soon.

**E. LIAISON REPORTS**

**F. PRESENTATIONS**

**G. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action Regarding Approval of Resolution No. 2020-23 Amending Park Rules and Regulations Board Policy No. 012.

Recreation Program Supervisor Monica Gallo recommended approval of Resolution No. 2020-23 to amend Policy No. 12. The need to update the policy has presented itself due to changes at Community Center grounds. Updated language in the policy include the addition of the Dog Park, Pickleball Courts and park hours.

Director Graves made a motion to accept Resolution No. 2020-23 as presented.

Second by Director Porter.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

**H. MANAGER'S REPORT**

**I. GENERAL MANAGER'S REPORT**

**J. DIRECTORS' REPORTS**

1. Standing Committee Reports.

a. Communications Committee Meeting (Committee Members Bill Pease and Bryon Gutow) November 4, 2020.

Vice President Bryon Gutow updated the Board of the ongoing analytics of the Town's webpage and the Facebook page.

b. Parks and Recreation Committee Meeting (Committee Members Kevin Graves and Bryon Gutow) November 4, 2020.

Director Graves advised of discussion pertaining to holiday schedule and closure of Town Office and Community Center. Ravenswood playground equipment will need to go out for Requests for Proposals. Discussion held regarding Prop 68 funding. Director Kevin Graves advised there was dialog regarding the pickleball courts and managing time on the courts. The committee also talked about changes to Policy No. 012 Park Rules and Regulations.

Vice President Bryon Gutow advised there was a presentation from Parks and Landscape Manager Bill Engelman for upcoming landscape projects.

c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer) November 4, 2020.

Director Bill Mayer advised cancellation for December 2, 2020 and January 6, 2021 were discussed. The committee also spoke about the Denitrification and Outfall Diffuser Projects.

2. Other Reportable Items.

**K. CORRESPONDENCE RECEIVED (Information Only)**

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

1. Adjourn to the next regular meeting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

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